

**REQUEST FOR PROPOSALS**  
**For The**  
**Central Alameda County Freeway System**  
**Operational Analysis**  
**in Alameda County**

**RFP A06-016**

*Issued by:*

Alameda County Congestion Management Agency

*April 7, 2006*

**RESPONSES DUE:**

**1:00 PM (PST), Friday, May 5, 2006**

Alameda County Congestion Management Agency  
1333 Broadway, Suite 220  
Oakland, CA 94612

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**REQUEST FOR PROPOSALS**  
**for**  
**Planning Services for the**  
**Central Alameda County Freeway System Operational Analysis**  
**in Alameda County**

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## **1.0 INTRODUCTION**

The Alameda County Congestion Management Agency (ACCMA) is seeking consultant services to prepare an operational analysis of State highway improvements in Central Alameda County, specifically in the I-880, I-580 and I-238 freeway corridors. The key components of the operational analysis are to:

- Develop a program of freeway system projects that will relieve congestion in Central County in the same corridors that would have benefited by the Route 238 Hayward Bypass
- Prepare a planning level traffic operations analysis of the corridors including identification of congested locations and operational deficiencies on the freeway system for existing and future conditions
- Develop a list of short and long range freeway system improvements for providing traffic congestion relief
- Develop measures of effectiveness, including cost measures, that would result in the development of the most cost effective set of improvements to meet the transportation needs of the area
- Prioritize the short range and long range improvements
- Document a short and long range implementation strategy for sequencing of improvements to achieve the greatest benefit
- Prepare a Technical Document that summarizes the above that can be used for the preparation of programming documents (i.e., Caltrans Project Study Report) for state and federal funds

## **2.0 INFORMATION ABOUT THE STUDY**

### **2.1 Background**

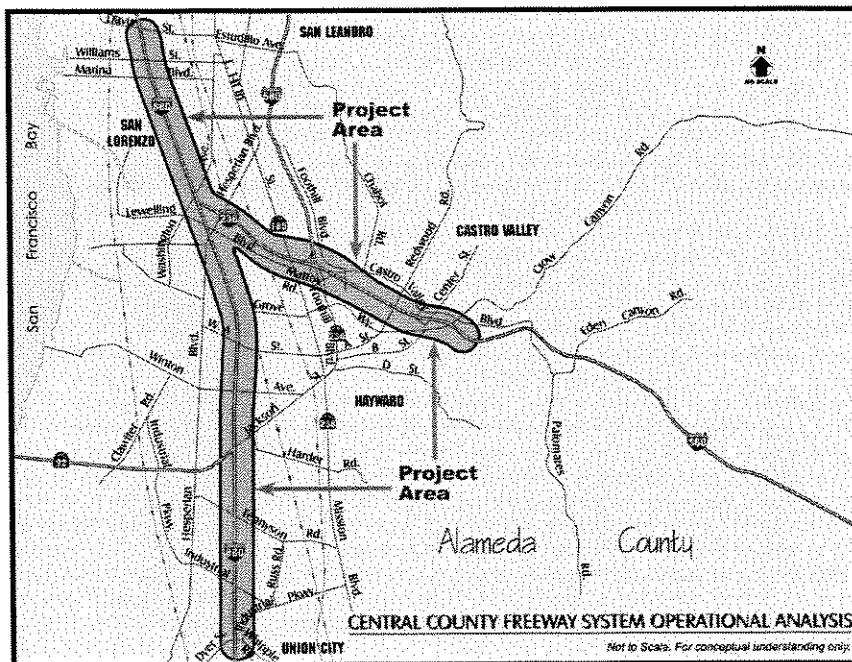
On December 8, 2005, the Alameda County Transportation Authority (ACTA) adopted Amendment No. 1 to the 1986 Alameda County Transportation Expenditure Plan for the Replacement Project of the Route 238 Hayward Bypass (see Attachment A). The Expenditure Plan Amendment replaces the Route 238 Hayward Bypass portion of the larger Route 238 and Route 84 Project with a program of projects and actions intended to relieve congestion in Central County in the same corridors that would have been affected by the Hayward Bypass. The replacement projects are listed below:

- Delete the Route 238 Hayward Bypass Project and associated Measure B funding from the Expenditure Plan;
- Add the new Route 238/Mission-Foothill-Jackson Corridor Improvement Project;
- Add the I-580/Redwood Road Interchange Improvement Project in Castro Valley;
- Add the Central Alameda County Freeway System Operational Analysis; and
- Add the Castro Valley Local Traffic Improvements Project.

This Request for Proposal is for the Central Alameda County Freeway System Operational Analysis. It is intended that the resulting short and long range projects identified in the operational analysis will be used as input into the Local Alternative Transportation Improvement Program (LATIP).

## 2.2 Project Location and Limits

The Central County area includes the unincorporated areas of Alameda County, and the cities of Hayward and San Leandro. The suggested limits for the corridors to be studied are: I-880 from Whipple Road to Davis Street; I-580 from Crow Canyon to I-238; and I-238 from I-580 to I-880.



## 2.3 Goals and Objectives of the Study

The transportation planning study will document the long and short range plan for State highway improvements in the I-880, I-580 and I-238 corridors in Central Alameda County. The study will

include a planning level traffic operations analysis of existing and future conditions and identify the locations of traffic congestion and operational problems and deficiencies as well as conduct a benefit-cost analysis, develop a project implementation strategy, and prepare a technical report. Specific projects to be considered in this planning study will include, but will not be limited to, those in the Alameda Countywide Transportation Plan and the ACTIA Measure B Expenditure Plan, as well as those that already have approved Project Study Reports. Other roadway improvements may be added as appropriate.

Additionally, a number of studies, either completed or on-going, have been done in the corridor that can inform the study process. These studies include the:

- *I-880 Corridor System Management Plan* currently being done by Caltrans,
- *I-238 Widening Project Negative Declaration/Initial Study (CEQA) and Environmental Assessment (NEPA) In and Near the City of San Leandro, Alameda County California, EA 249000* completed by Caltrans in April 2004,
- *Project Study Report in Alameda County, in Hayward and San Leandro, at Castro Valley, Ashland and San Lorenzo* completed by the ACCMA and Caltrans in February 1998,
- *I-880 Strategic Plan* completed by the ACCMA in January 2000,
- ACCMA's *East Bay SMART Corridors Program/I-880 Corridor*, and
- MTC's *Regional Goods Movement Study for the San Francisco Bay Area* completed in December 2004.

The goal and objective of the study is the development of a technical report that addresses the short and long-range planning and the sequencing of improvements that will be required to achieve the most practical traffic relief in the I-880, I-580 and I-238 corridors within a fund availability constraint. The technical report will summarize the various project descriptions and scopes, schedules and costs; funding availability; recommended project sequencing; and an implementation strategy that will note the improvements that are most cost effective and consistent with the transportation needs in the area. The technical report could be also used for preparation of programming documents (i.e., Caltrans Project Study Report) for possible state and federal funding.

## **2.4 Project Management**

The ACCMA will serve as project manager for the Central Alameda County Freeway System Operational Analysis. A separate Policy Advisory Committee (PAC) consisting of elected officials from the Central County area and Caltrans will be appointed. A Technical Advisory Committee (TAC) consisting of staff representatives will be appointed from Caltrans, ACTA, the City of Hayward, the City of San Leandro, and Alameda County. The City of Union City and MTC will also provide input on the project. Other agencies will be invited to participate as appropriate. The selected consultant will contract with the ACCMA.

## **2.5 Budget**

The ACCMA is seeking qualifications based proposals that will indicate level of effort by task for the proposed Scope of Work. The final budget will be negotiated with the selected consultant. The funding for this study is contingent on approval of an agreement with ACTA, which is anticipated by July 2006.

## **2.6 Project Schedule**

The ACCMA desires to adhere to the milestone schedule shown below for the consultant contract to develop the Operational Analysis. The schedule is intended to include adequate times for review and comment by the appropriate participating agencies. It is anticipated that the Analysis will take twelve months to complete.

Notice to Proceed	July 2006
Administrative Draft	April 2007
Draft Report	May 2007
Final Report	June 2007

## **3.0 SERVICES TO BE PROVIDED / SCOPE OF WORK**

The scope of work presented below describes the work to be performed for the Central Alameda County Freeway System Operational Analysis. All deliverables should include response to at least one set of consolidated comments before providing the final document, which will be provided in hard copy and electronic form.

### **3.1 Refine Scope of Work**

The consultant will meet with ACCMA staff to review and refine the objectives and scope of work. If necessary, the consultant will prepare a revised scope of work, budget and schedule. The draft scope of work will be presented to the TAC and modified to respond to comments.

*Deliverables: Revised objectives, scope of work, budget and schedule.*

### **3.2 Develop Measures of Effectiveness (MOEs)**

The consultant, in conjunction with the TAC, will develop and define measures of effectiveness (MOEs) for evaluating the short and long range improvement packages developed in Task 3.9 that meet the transportation needs of the freeway system in Central County. The MOEs should provide information for the TAC to evaluate improvement packages that result in the selection of the most cost effective projects for which to prepare Project Study Reports. The response to this task should demonstrate the consultants understanding of the process for developing MOEs and give examples of how the MOEs would be developed and applied to the improvement packages. The MOEs should

include measures to compare the improvement packages in terms of traffic operations, safety, High Occupancy Vehicle (HOV) lane performance, right-of-way requirements, environmental constraints, project costs (including costing methodology), benefits/cost effectiveness, and others as appropriate.

*Deliverables: Technical Memorandum detailing the Measures of Effectiveness.*

### **3.3 Define Model Process, Horizon Years, and Land Use and Network Assumptions**

The goal of this task is to establish TAC agreement on model type and use, model assumptions, land use and network assumptions, and study horizon years.

In terms of model type and use, it is anticipated that this study will use at least two levels of modeling: macro and micro. For macro level modeling, the Alameda Countywide Transportation Demand Model will be used. It is currently being updated to:

- Build on the MTC Regional Transportation Model to develop the Alameda Countywide Transportation Demand Model, including changing model software packages from EMME/2 to Cube/Voyager and applying the same methodologies and database assumptions to be consistent with MTC
- Update base year model from 1990 to 2000 and future forecast years to 2005, 2015, and 2030
- Incorporate most recent census and other land use and socioeconomic data
- Update existing and future road alignments and networks and develop a roadway network compatible with GIS
- Update existing and future transit networks
- Update link-node systems and speed capacity assumptions
- Update the Countywide mode choice models to encompass all trip purposes and possible nests, as well as TSM and ITS options to be consistent with MTC
- Address ways to better reflect impact of Central Valley development
- Compile and document guidelines on how to use and maintain the model

The Countywide Transportation Demand Model Update is scheduled to be complete by October 2006.

For the micro level modeling, it is anticipated that an operational model with a greater level of detail and precision will be needed to evaluate projects and improvement packages. This task will include an evaluation and comparison by the consultant of the operational models available, including a summary of their strengths and weaknesses. The TAC will use this information to select the most appropriate operational model to be used for the study.

The consultant will work with the TAC in determining the horizon years for the study and corresponding land use and network assumption for each study year. It is assumed that the base year will be 2005.

*Deliverable: Technical Memorandum summarizing the comparison of operational models and selection of the model process, horizon years, and land use and network assumptions.*

### **3.4 Document Existing 2005 Base Year Conditions and Model Development**

Using the model process agreed to in Task 3.3 and existing traffic counts and other data available through existing sources or collected for this purpose, the consultant will document existing transportation conditions on the Central County freeway system. This should include documentation of traffic volumes (including trucks), travel time and speed data, vehicle occupancy, and confirmation of roadway and transit networks. Bottlenecks, congested locations, duration of congestion, queues, service levels on mixed flow and HOV lanes, number, locations, and types of accidents and other operational issues should be identified.

*Deliverable: Existing Condition Report and Model Results*

### **3.5 Document Future Conditions and Future Forecasts**

Building on work performed in Task 3.4 to document existing conditions and the identification of horizon years in Task 3.3, the consultant will develop future forecasts for all horizon years and document future transportation conditions on the Central County freeway system. This should include documentation of traffic volumes (including trucks), travel time and speed data, vehicle occupancy, and confirmation of future roadway and transit networks. Bottlenecks, congested locations, duration of congestion, queues, service levels on mixed flow and HOV lanes, number, location, and types of accidents and other operational issues should be identified.

*Deliverable: Future Conditions Report and Model Results*

### **3.6 Document Existing and Future Goods Movement Issues**

This task should document and evaluate the importance of the Central County freeway system to the movement of goods through the Bay Area for existing and future conditions. In this task, the consultant, in conjunction with the TAC, will develop a methodology for evaluating the movement of goods through the corridor and determining the quantitative and qualitative impacts. The response to this task should demonstrate the consultant's understanding of goods movements through the study area and give examples of ways that goods movement can be improved in the study corridor that result in congestion relief.

*Deliverable: Technical Memorandum on Goods Movement*



### **3.7 Develop Methodology for Prioritizing and Packaging Improvements**

In this task, the consultant, in conjunction with the TAC, will develop a methodology for prioritizing and packaging the improvements identified in Task 3.8. This methodology will be used in Task 3.9 along with the MOEs developed in Task 3.2 to ultimately recommend a short and long range project implementation plan and will feed into the determining how projects are sequenced.

*Deliverable: Technical Memorandum on methodology for prioritizing and packaging improvements.*

### **3.8 Define Project Improvements**

Based on the information developed in previous tasks, the consultant will develop a list of improvements and project descriptions that address the impacts at congested locations and operational deficiencies identified under Tasks 3.4 and 3.5. This would include contacting the jurisdictions and Caltrans for project descriptions of projects that have already been developed or are underway. Types of improvements could include freeway mainline and interchange improvements, improvements addressing goods movement impacts, as well as operational and other types of improvements. This task should also provide cost estimates for each improvement. The identified projects and improvements should be defined and grouped into short and long range categories.

*Deliverable: Technical Report detailing the list of possible improvements, their description, and cost.*

### **3.9 Evaluate Project Improvement Packages and Recommend Project Implementation Strategy**

The consultant, in conjunction with the TAC, will package the project improvements developed in Task 3.8 according to the methodology agreed to in Task 3.7. The project improvements should be packaged in a way that results in a set number of “best” combinations of improvements based on revenues available. The packages would be evaluated based on the measures of effectiveness developed in Task 3.2 and a final project implementation strategy recommended. The final project implementation strategy, including prioritizing and sequencing of projects for both the short and long term, would be developed to be funded as funds become available from state and federal sources.

*Deliverable: Project Implementation Report detailing the project packages, the evaluation process and the Final Project Implementation Strategy*

### **3.10 Prepare Administrative, Draft and Final Technical Documents**

The consultant will provide an administrative, draft and final technical document. The administrative document would be reviewed by the TAC and PAC and comments responded to. The draft and final documents would be reviewed and commented on by the TAC and PAC as well as the ACTA and CMA Boards.

*Deliverable: Administrative, Draft and Final Report, including all elements and an Executive Summary in hard and electronic copies.*

### **3.11 Meeting Attendance**

ACCMA staff will facilitate group discussions for the TAC and PAC. Members of the consultant team are expected to be available as support to ACCMA staff during meetings throughout the study and may be called on to make presentations. This group will meet at regular intervals for the duration of the study to provide input and comment on the process. Appropriate members of the consultant team should be available for all meetings as well as four additional meetings for presentations to the ACCMA Board of Directors and ACTA Board of Directors. It is anticipated that over the twelve month period, a total of 12 TAC, up to 12 PAC, and 4 CMA Board/ACTA Board meetings will be required.

## **4.0 PROPOSAL SUBMITTAL REQUIREMENTS**

Please prepare your proposal in accordance with the following requirements.

### **4.1 Proposal**

The proposal (excluding resumes and the transmittal letter) shall be concise and contain only information pertinent to this project. It shall not exceed a total of the equivalent of 25 single-sided, 8.5" x 11" pages. Font size shall be at least 12 point. Resumes should be included in an appendix. The consultant is advised to review the selection criteria given in Section 5.0 of this RFP.

### **4.2 Transmittal Letter**

The proposal shall be transmitted with a one or two page cover letter describing the firm/team's interest and commitment to the proposed project. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. It shall also state the team's SLBE/LBE proposed goal achievement and any specific objections to any terms of the sample ACCMA contract (see Attachment B). The person authorized by the firm/team to negotiate a contract with ACCMA shall sign the cover letter.

Address the cover letter as follows:

Beth Walukas  
Senior Transportation Planner  
Alameda County Congestion Management Agency  
1333 Broadway, Suite 220  
Oakland, CA 94612

### **4.3 Project Understanding**

This section should clearly convey a clear understanding of the nature of the work, including coordination with the ACCMA, ACTA, Caltrans, the cities of San Leandro and Hayward and Alameda County.

### **4.4 Approach and Management Plan**

This section should provide the firm's/team's proposed approach and management plan for providing the requested services. Include an organization chart showing the proposed relationships among consultant staff and ACCMA staff, as well as any other parties that may have a significant role in the study.

### **4.5 Qualifications and Experience**

The proposal should provide the qualifications and experience of the consultant team that will be available for this project. Please emphasize the specific qualifications and experience from projects similar to this project for the key team members. Key team members are expected to be committed for the duration of the project. Replacement of any key team member will not be permitted without prior consultation with, and approval of, the ACCMA.

### **4.6 Staffing Plan**

The proposal should provide a staffing plan and hourly rates and an estimate of the total hours (detailed by position) required to complete the scope of work included in each of the tasks listed in Section 3 above, as well as a summary of the hours by tasks and the overall project. Discuss the workload, both current and anticipated, for all key team members, and their capacity to perform the requested services according to your proposed schedule. Discuss the firm/team's approach for completing the services required for this project within budget, and to meet the completion deadlines.

### **4.7 Work Plan and Schedule**

This section should include a description of how each task of the project will be conducted, identification of deliverables for each task and subtask, as well as an implementation schedule. The work plan should include sufficient detail to demonstrate a clear understanding of the project. Discuss the firm/team's approach for completing the project. The schedule or schedules should support the preliminary schedule discussed in Section 2.3 above.

### **4.8 Additional Relevant Information**

Provide additional relevant information that may be helpful in the selection process (not to exceed the equivalent of 2 single-sided pages).

## **4.9 References**

For each key team member, provide at least three references (names and current phone numbers) from recent work (previous three years) similar or relevant to this project. Include a brief description of each project associated with the reference, and the role of the respective team member and how well the project adhered to budget and schedule.

## **4.10 Submittal of Proposals**

Fifteen (15) copies of your proposal are due at the ACCMA offices no later than the time and date specified in Section 6.0, below. Envelopes or packages containing the proposals should be clearly marked, **“Central Alameda County Freeway System Operational Analysis Proposals Enclosed”**.

## **5.0 SELECTION OF CONSULTANT**

The overall process will be to evaluate the technical components of all the proposals completely and independently. The proposals will be evaluated based on the following criteria:

1. Qualifications and specific experience of key team members.
2. Project understanding and approach, including an understanding of the ACCMA, and other applicable agency review, approval and coordination processes.
3. Experience with similar types of projects.
4. Satisfaction of previous clients.
5. Schedule and capacity to provide qualified personnel.
6. Ability to manage budget and complete project in a cost effective manner.

Two or more of the firms/teams may be invited for interviews. The project manager and key team members should attend the interview. The evaluation/interview panel may include representatives from ACCMA, and other agencies, but the specific composition of the panel will not be revealed prior to the interviews. Costs for travel expenses and proposal preparation shall be borne by the consultants.

Once the top ranked firm/team has been determined, ACCMA staff will start contract negotiations with the top ranked firm/team. If contract negotiations are not successful, the second ranked firm/team may be asked to negotiate a contract with ACCMA, and so on. Provided negotiations are proceeding well, ACCMA may elect to initiate a portion of the work scope with a Notice to Proceed (NTP), prior to execution of the contract. The funding for this study is contingent on approval of an agreement with ACTA. This is anticipated to occur by July 2006.

## 6.0 SELECTION PROCESS SCHEDULE

<i>Date</i>	<i>Time</i>	<i>Activity</i>
April 18, 2006	10:00 AM	Pre-proposal meeting at ACCMA.
May 5, 2006	1:00 PM (PST)	Proposals due at:  Alameda County Congestion Management Agency 1333 Broadway, Suite 220 Oakland, CA 94612  <i>Late submittals will not be accepted. Faxed or E-mailed submittals will not be accepted.</i>
May 18, 2006	9:00 AM – 4:00 PM	Tentative date for consultant selection interviews.

If you have any questions regarding this RFP, please contact:

Beth Walukas.  
Senior Transportation Planner, ACCMA  
Phone (510) 836-2560  
Fax (510) 836-2185  
bwalukas@accma.ca.gov

## 7.0 GENERAL CONDITIONS

### A. Limitations

This RFP does not commit the ACCMA to award a contract or to pay any costs incurred in the preparation of a proposal in response to this RFP.

### B. Rejection of Proposals

The ACCMA reserves the right to reject any or all proposals.

### C. Award

All finalists may be required to participate in negotiations and to submit such price; technical or other revisions of their proposals as may result from negotiations. Accordingly, each initial proposal should be submitted on the most favorable terms from a price and technical viewpoint.

### D. Work Scope Modifications

The ACCMA reserves the right to request changes to the staffing, team makeup and/or scope of services contained in any of the proposals and to enter into negotiations with any of the proposing firms regarding their submittal.

**E. Contract**

A sample contract is shown in Attachment A. It is expected that the terms of the contract will be acceptable to the consultant.

**F. Non - Discrimination**

Contractors shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, or physical disability in the performance of ACCMA contracts.

**G. SBE and LBE Requirements**

ACCMA has adopted a Small Business Enterprise (SBE) Policy, pursuant to which the ACCMA encourages all prime contractors to utilize qualified SBE subcontractors on ACCMA projects, ACCMA promotes the direct purchase of goods from qualified SBEs by utilizing SBE vendors when such vendors are available and the price of the goods sought is reasonable, and, for professional services contracts, ACCMA seeks the utilization of qualified SBEs when such SBEs are available. All prime contractors are required to report on SBE usage during the term of each contract, using a form provided by ACCMA.

For purposes of ACCMA's SBE Policy, an SBE shall be a "small business" within the meaning of 13 CFR Part 121 and California Government Code Section 14837. In the event that the ACCMA's SBE Policy conflicts with any Federal, State or other funding source's programs, policies, regulations or requirements, ACCMA shall make the SBE Policy consistent with said funding source's programs, policies, regulations and requirements to the extent permissible by law. ACCMA's SBE Policy is neutral as to race, ethnicity, national origin, age, sex, religion, sexual orientation and other protected classes.

ACCMA has also adopted a Local Business Enterprise (LBE) Policy, pursuant to which the ACCMA encourages all prime contractors to utilize qualified LBE subcontractors on ACCMA projects, ACCMA promotes the direct purchase of goods from qualified LBEs by utilizing LBE vendors when such vendors are available and the price of the goods sought is reasonable, and, for professional services contracts, ACCMA seeks the utilization of qualified LBEs when such LBEs are available. All prime contractors are required to report on LBE usage during the term of each contract, using a form provided by ACCMA.

The project will be funded with Measure B funds from the Alameda County Transportation Authority (ACTA). Contracts funded by ACTA must adhere to their Local Business Enterprise/Small Local Business Enterprise (LBE/SLBE) Program. A copy of ACTA's LBE/SLBE Program and current certification list is included in Attachment C. The contract goals for this project are 70% LBE and 30% SLBE as required by ACTA. Responders to this RFP are encouraged to familiarize themselves with ACTA's LBE/SLBE Program and can do so at ACTA's website [www.actia2022.com](http://www.actia2022.com), under "Opportunities" then LBE-SLBE Program and Policies.

**H. Levine Act**

Selected consultants will be required to disclose on the record any contribution of more than \$250.00 which they have made to an ACCMA Board member within the twelve-month period preceding the

submittal deadline of this RFP. This applies to your company, any member of your team, any agents for you or other team members and to the major shareholders of any closed corporation, which is part of your team. If you have made a contribution which needs to be disclosed you must provide written notice of the date, amount and receipt of the contribution(s) to ACCMA's Executive Director, Dennis Fay. This information will need to be provided before the ACCMA can approve any contract.

## **8.0 ATTACHMENTS**

The following documentation is attached:

- 8.1 Attachment A – Measure B Expenditure Plan Amendment No. 1**
- 8.2 Attachment B - Sample Contract**
- 8.3 Attachment C – ACTA LBE/SLBE Program and Current Certification List**
- 8.4 Attachment D – List of Firms That Received This RFP**